

Application Cover Memorandum  
LetterHead

Office Symbol

DATE

MEMORANDUM THRU Commander, 49<sup>th</sup> Military Police Company, Fort Bravo, CA 90505

FOR Commander, U.S. Army Criminal Investigation Command, ATTN: CISPAC, 6010 6<sup>th</sup> Street, Fort Belvoir, VA 22060-5506

SUBJECT: Application for Acceptance as a USACIDC Special Agent

1. In accordance with provisions of AR 195-3, I request acceptance as a USACIDC Special Agent.
2. The following information is submitted voluntarily. I understand that in accordance with the Privacy Act (5 USC 552 (a)) this information is solicited to facilitate the determination of my eligibility and ensure accuracy of information, which may be acquired during the processing of this application. I understand that the authority to solicit this information is 10 USC 3012(g) and that my failure to provide the required information may result in delay in processing and/or nonselection for the USACIDC program.
  - a. I am a United States Citizen by (birth)(naturalization).
  - b. I have no record of mental, emotional disorders, including pathological personality disorders as determined by the results of medical records screening.
  - c. I believe that a single scope background investigation will establish that I have favorable character, integrity, loyalty, reputation, sobriety, discretion, and stability.
  - d. I (do) (do not) have a record of unsatisfactory credit.
  - e. I (have) (have not) been tried by neither civil court nor arrested/apprehended for any offense (if affirmative explain in detail).
  - f. I (have) (have not) been tried by summary, special, or general court-martial. (If affirmative explain in detail).
  - g. I am XX years old.

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h. My physical profile is 111221 (Your medical records contain this information). Date of my latest Army Physical Fitness Test (APFT), 1 Jul XX; score: 300 Pass/Fail. My height is 6'2"; my weight is 180lbs. I currently meet the standards of AR 600-9. (If the applicant exceeds the screening table weight a complete signed current body fat content worksheet will be attached, **dates must match APFT & b/f worksheet, height & weight also must match the cover memo**).

i. I (do) (do not) have normal color vision. (If the applicant does not have normal color vision, a physician must confirm that the individual can differentiate between green, red, and amber).

j. My GT score is XXX (minimum of 110).

k. I have XX years of military service.

l. I (have) (have not) been granted a waiver for enlistment.

m. I (do) (do not) have a record of time lost under Section 972, Title 10, USC.

n. I (am) (am not) qualified as a military policeman (MOS 31B). (If not, the CID Forms 120-E-R, documenting completed intern training must be enclosed.)

o. My primary MOS is XXAXX.

p. My marital status is (married/divorced/legally separated).

q. The date of my current enlistment and period of enlistment is 23 May XX, 5 years.

r. My DEROS (or date of return from last overseas tour, and place) is 22 Jan XX, Frankfurt, Germany. The date of my last permanent change of station is 22 Jan XX.

s. I have acquired a total of XXX College semester hours and hold a (AA, AS, BA, BS, if applicable) degree in \_\_\_\_\_. (**Please ensure this matches the transcripts submitted**).

t. Should I be accepted for participation in the Criminal Investigation Program, I will extend, enlist, or reenlist, if necessary, to meet the five year retention requirement, IAW AR 614-200.

u. I (do) (do not) have a valid current driver's license from the State of \_\_\_\_\_, # \_\_\_\_\_, expiration date \_\_\_\_\_.

v. AKO \_\_\_\_\_

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3. Point of Contact is \_\_\_\_\_ DET SGT \_\_\_\_\_  
AKO \_\_\_\_\_, DNS \_\_\_\_\_, Comm \_\_\_\_\_

(Signature)  
JOHN SMITH  
SGT, 123-45-6789  
49<sup>th</sup> MP Company

XX Encls

1. Chain of Command Endorsement
2. Waiver Request (if applicable)
3. List of schools completed
4. DA Forms 2 and 2-1/ ERB
5. Photo
6. Autobiography
7. Stmt from USACIDC interviewer relative to disposition of interviewer results
8. CID Forms 120-E-R (if applicable)
9. Intern Completion Memorandum (if applicable)
10. Letters of recommendation/commendation
11. Realities of Investigative Profession Statement
12. DA Form 705
13. DA Form 5500-R
14. TABE results
15. Official College Transcripts
16. DA Form 4254-R
17. Copies of NCOERs
18. Copy of drivers licenses
19. CID Form 122-R (Citizenship Certification)
20. Contingency Statement
21. CID Form 86(c)4 (Disclosure Form)
22. Authorization for Release of Information
23. Applicant Financial Questionnaire
24. Credit Report
25. Applicant Background Questionnaire
26. SF 86 - Questionnaire for National Security Position (taken from EPSQ or eQip)
27. Other material deemed appropriate by applicant (list individually)